

**MANSFIELD DOWNTOWN PARTNERSHIP
FINANCE AND ADMINISTRATION COMMITTEE
MEETING
TOWN HALL
CONFERENCE ROOM B**

THURSDAY, JANUARY 24, 2013

MINUTES

Present: Chair Harry Birkenruth, Phil Barry, Tom Callahan, Mark Hammond, Matt Hart, Mike Kirk, Toni Moran, Dave Pepin, Bill Simpson and Frank Vasington

Guest: Board President Philip Lodewick

Staff: Cynthia van Zelm

Guests: Howard Kaufman and Macon Toledano from LeylandAlliance

1. Call to Order

Chair Harry Birkenruth called the meeting to order at 2:40 pm.

2. Approval of Minutes from November 16, 2012 and December 21, 2012

Bill Simpson made a motion to approve the minutes from November 16, 2012 and December 21, 2012. Matt Hart seconded the motion. Toni Moran abstained. The motion passed.

3. Relocation Claim Review

Phil Michalowski, the Partnership's relocation consultant from Milone & MacBroom, joined the Committee by phone to discuss the relocation claims from Subway, Travel Planners, and Husky Pizza. He reviewed the eligible moving expenses and eligible fit-out expenses (that which are re-establishment expenses).

Mr. Lodewick left the meeting.

Mr. Simpson made a motion to approve a relocation claim for \$54,285.55 for Subway. Phil Barry seconded the motion. The motion was approved with Tom Callahan voting nay and abstentions from Ms. Moran and Dave Pepin.

Mr. Barry made a motion to approve a relocation claim for \$17,084.44 for Travel Planners. Mark Hammond seconded the motion. The motion was approved with an abstention by Ms. Moran.

Mr. Barry made a motion to approve a final relocation claim for \$36,803.04 for Husky Pizza. Frank Vasington seconded the motion. The motion was approved with an abstention by Ms. Moran.

Mr. Michalowski updated the Committee on the other forthcoming relocation claims. There are only two businesses left that will be applying for relocation benefits. The relocation costs are still under budget.

Howard Kaufman and Macon Toledano joined the meeting.

Mike Kirk made a motion to go into executive session pursuant to the applicable provisions of the Freedom of Information Act, particularly Connecticut General Statutes sections 1-200 (6) (E) and 1-210 (b) (5), to receive commercial or financial information not required by statute and given in confidence by the Storrs Center Master Developer's representatives. Mr. Callahan seconded the motion. The motion was approved. The Committee was joined by Howard Kaufman and Macon Toledano of LeylandAlliance.

4. Executive Session pursuant to Connecticut General Statutes sections 1-200 (6) (E) and 1-210 (b) (5)

Present: Mr. Barry, Mr. Birkenruth, Mr. Callahan, Mr. Hammond, Mr. Hart, Mr. Kirk, Ms. Moran, Mr. Simpson, Mr. Vasington

Also Present: Ms. van Zelm, Mr. Kaufman, Mr. Toledano

The Board reconvened in regular Session. Mr. Kaufman, Mr. Kirk, Mr. Pepin, Mr. Toledano and Mr. Hart left the meeting.

5. Continued Review of Partnership DRAFT FY2013/2014 Budget

The Committee will continue discussion of the DRAFT FY2013/2014 Budget at the February meeting.

6. Review of December 31, 2012 Financials

Ms. van Zelm said she will place the December 31, 2012 financials in the Board packet for February. She said there was nothing noteworthy in the financials to report.

7. Adjourn

The meeting adjourned at 5:05 pm.

Minutes taken by Cynthia van Zelm

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